

INVITATION TO SUBMIT LEASE PROPOSAL

The State of Connecticut, Department of Public Works, will accept lease proposals/site offerings from property owners or their representative(s) through **4 p.m. on December 30, 2005**, to lease a total of **6,771+/- net usable square feet** of office space in **Willimantic (Windham)**, for use and occupancy by **Eastern Connecticut State University, Institute for Sustainable Energy** for a term of two (2) or three (3) years. Offers from option holders cannot be considered. The premises must be accessible to handicapped individuals and public transportation.

Proposals should be addressed exclusively to:

Department of Public Works
State Office Building
165 Capitol Avenue – Room G-35
Hartford, CT 06106

ATTN: Bidding & Contracts Section
Solicitation Number: **LP 05-54**
(Only one (1) copy is to be submitted)

Proposals must be submitted using the State of Connecticut “*Proposal to Lease Space*” form together with a “*Bid/Proposal Affidavit*” and a “*Notice of Listing Agreement*”, if applicable. Lease proposal information and related forms may be obtained using the “*Leasing*” link at www.ct.gov/dpw/ or by calling (860) 713-5600. The submission of a proposal shall not bind the State of Connecticut, nor does it constitute a competitive bid. The Department of Public Works reserves the right to reject any and all proposals. ***Faxed proposals will not be accepted.***

State of Connecticut
Department of Public Works
James T. Fleming, Commissioner

AGENCY SPACE REQUEST

Solicitation Number: LP 05-54

Agency Name: Connecticut State University System, ECSU

Function of facility being requested: Office

Geographic area requested: Willimantic

Date of need: Immediate Square Feet Required: 6,771+/- n.u.s.f.

SPACE NEEDS:

OFFICE SPACE:	TOTAL NEEDED	TOTAL SQUARE FEET
Employee office space	6	870
Open Office Space		4231
Conference Room (private)	2	800
Food Preparation/Service Area	1	100
Graphic Arts	1	150
Data Com/Telephone	1	100
Printing and Production Area	1	200
Public Information Area	1	100
Public Waiting Area	1	120
Storage,general supplies, etc	1	100